



Lee's Summit, MO

SPACE ASSESSMENT FOR POLICE AND COURTS

2019

Table of Contents

1.1	Executive Summary	3
	Introduction	3
	Steering Committee	3
	Project Goals, Needs, and Facts	4
	Answering these Prevailing Questions	5
1.2	How large of a facility is needed to meet the population growth?	5
1.3	How can the facility remain secure and operational during the renovation?	6
1.4	How much will the renovation cost?	6
1.5	How to plan for the future today?	6
1.6	What is the potential schedule for the implementation of the study?	6
2.1	Police Department Organizational Chart	7
3.1	Concept Diagrams	8
4.1	Project Budget	16



LEE'S SUMMIT, MO

SPACE ASSESSMENT

Executive Summary

1.1 EXECUTIVE SUMMARY

INTRODUCTION

TreanorHL Architects was contracted by Lee's Summit, Missouri to complete a space assessment for Police and Courts in the existing Justice Facility. The existing facility is currently located at 10 NE Tudor Rd, Lee's Summit, MO. The intent is to provide a comprehensive report to guide decisions by the City for facility improvement needs for the police department and municipal court.

The scope of work defined by the Request for Qualifications is to include:

- Space analysis of all departments, both police and municipal court. This should determine the current and future (15-20 years) space needs of the departments.
- Develop a program of spaces for both the current and projected space needs, include a list of the spaces required for each department and their size or square footage.
- Discuss other program requirements for each department. This should include adjacency requirements, security, access to the public, etc.
- Develop concept drawings to address the above items. This could include renovation, new construction or both depending on the requirements. Multiple concepts should be developed and shown as phased construction.
- A narrative and pros and cons list shall be developed.
- Develop cost estimates for the improvements along with an implementation schedule.

This summary provides recommendations for the reorganization of the departments to utilize the space efficiently and provide a secure workplace for the public and City Staff throughout the facility. This study was developed using; department surveys, existing facility tours, workshops with the stakeholders to develop the program and potential solutions.

The site consists of a 78,000sf building that houses multiple departments for the Police, Courts, Records, Prosecuting Attorney, a training facility, property storage and short-term detention. There is minimal security between the private and public parking areas.

The Mission Statement for the Police Department is:

"To provide excellence in police services to the community by safeguarding life and property, in an effort to reduce the incidence and fear of crime. We will promote public safety through enforcing the law in a fair and impartial manner by protecting constitutional guarantees. We are committed to building partnerships which allow a unified response to issues arising within our community. We promise to conduct ourselves with pride, unity, honor and commitment; thereby, ensuring the highest ethical standards to maintain public confidence."

- Unknown



Lobby

STEERING COMMITTEE

A steering committee has been formed to work with the design team to develop the goals of the project and review and comment on the progress of the concept. The committee includes representativeness of municipal court, the prosecutor's office and the police department.

The steering committee includes the following:

Curtis Mansell, Police Dept/Administration
Deputy Chief John Boenker, Police Dept/Investigations
Kelly Elliott, Municipal Court
Major Mike Childs, Police Dept/Operations
Terri Round, Prosecutor's Office
Captain Jim Green, Police Dept/Support Service

Executive Summary

PROJECT GOALS, FACTS AND NEEDS

During the conversations and surveys completed by the steering committee we discussed their goals and needs to perform their daily tasks safely and effectively. These goals will be used throughout the design process to evaluate and prioritize the decisions or direction required. Also outlined were the facts - the governing factors of the projects, and the needs - the program requirements for the project.

These Goals, Facts, and Needs identified are as follows:

GOALS:

- Space analysis of all departments, both police and municipal court. This should determine the current and future (15-20 years) space needs of the departments.
- Develop a program of spaces for both the current and projected space needs. Include a list of the spaces required for each department and their size or square footage.
- Discuss other program requirements for each department. This should include adjacency requirements, security, access to the public, etc.
- Develop concept drawings to address the above items. This could include renovation, new construction or both depending on the requirements. Multiple concepts should be developed and shown as phased construction.
- A narrative and pros and cons list shall be developed.
- Develop cost estimates for the improvements along with an implementation schedule.

FACTS:

- Lee's Summit is divided into 10 Police Department Districts
- In 2010, the census population of Lee's Summit was 91,364
- Population Projected to Increase to 97,135 by 2020
- City Area: 65.87 Square Miles

NEEDS:

- Secure public interaction in the Lobby
- Security check point for Courts & staff
- Public kiosk
- Internal secure Court records
- Access to Court and Chambers
- Separation of powers
- Flexibility in staffing needs due to population growth
- Interview rooms adjacent to holding
- More Storage
- Connectivity within departments through physical spaces
- Recruitment and retention of personnel
- Secure, private parking lot
- Dedicated Briefing Room
- Improve Dispatch environment along with the addition of a work station



Roll Call

Executive Summary

ANSWERING THESE PREVAILING QUESTIONS

1.2 How large of a facility is needed to meet the population growth?

In order to answer this question, you must determine the projected population growth for the City of Lee’s Summit. The project growth, as provided by the National Census Data, is between 1.2% and 1.4% annually. Based on the current population of approximately 98,000, that would warrant the total population by 2040 to be between 121,000 and 127,000 persons. According to the Governing calculations of 2016 FBI UCR data, 14.3 officers per 10,000 persons is the median per the 25,000 jurisdictions that are recorded. Using that data, 181 sworn officers would be expected to meet the needs of the population in 2040. There are currently 147 sworn officers and 62 non-sworn staff employed by the police department.

The use of the Courts facility with the increasing population can be resolved by scheduling additional court dates and reducing the docket size to accommodated the existing court space.



Break Room

a) What is the state of the existing facility?

The existing facility, approximately 78,000 square feet, encompasses a portion of the 15.6-acre site. The facility has deficiencies that should be addressed with this proposed renovation. These deficiencies include out of date workspace, inadequate staff amenities, and security and secure perimeter issues. Because of its layout the facility provides a variety of opportunities and locations to expand the facility as required. Based on the surveys and meetings with the stakeholders, there is not an immediate need for additional square footage for the overall building. Departments space needs have changed and existing building will be divided accordingly. The ability to reallocate this space easily with minimal disruption to operations in the future is one method to avoid these same issues from reoccurring.



Break Room

b) Do the workspaces provided support procedures to meet the needs of the public?

In order for the multiple departments within the Justice Center to be successful, a safe and secure work environment must be provided. Support spaces, offices and public meeting areas must be arranged for an efficient and effective workflow.

Each year, law enforcement faces new challenges that redefine the profession. The term “business as usual” is never applicable in policing, as the landscape can change in an instant.

The resulting program indicated that the amount of renovate is 32,404 sf with 1,483 sf of additional space. To meet the needs of the Courts and Police Department. The program summary breakdown as follows:

Department	Existing	Proposed
Administration	3,723 sf	4,545 sf
Building Support	2,298 sf	2,000 sf
Circulation	4,686 sf	4,446 sf
Communications	3,181 sf	3,154 sf
Criminal Investigations	5,179 sf	5,187 sf
Municipal Courts	7,015 sf	7,016 sf
Patrol	18,876 sf	16,564 sf
Police Training	16,799 sf	16,799 sf
Prisoner Processing	6,456 sf	6,456 sf
Property/Evidence	5,160 sf	5,160 sf
Prosecutor	1,434 sf	1,434 sf
Public	4,328 sf	3,939 sf
Records	2,016 sf	1,195 sf
Special Investigations	3,131 sf	3,125 sf
Staff Support	3,326 sf	3,222 sf

Executive Summary

1.3 How can the facility remain secure and operational during the renovation?

The proposed improvements for the public lobby will be the most disruptive for Courts and the Police Department. Detailed scheduling of those improvements with the contractor will be required in order to ensure that daily business can continue. This also means that construction will occur in a variety of the areas of the building, impacting most program functions at some time during the construction period. Temporary relocation of departments is an acceptable solution but will affect the construction schedule.



1.4 How much will the facility cost?

Our evaluation of the anticipated costs is based on a cost model that allocates construction costs derived from an independent national database, other project costs from prior experience, and confirmation of local contractors. The cost estimate reflects a square foot ranging from low to high depending on the selection of finish materials and building infrastructure improvements. Included in the construction budget is a design and construction contingency and escalation to 1st quarter 2020.

Also identified during this process were the project's "soft" costs. These included professional fees, owner's construction manager, furnishings/furniture/equipment and owner's contingency. These items have been indicated in the total costs.

Range:	Low	High
Construction Cost:	\$3,562,675	\$6,974,475
Project Costs:	\$534,401	\$1,046,171
TOTAL:	\$4,097,076	\$8,020,696
Bid Alternate		
Garage Space:	\$382,500	\$400,000
Covered Parking:	\$100,000	\$150,000

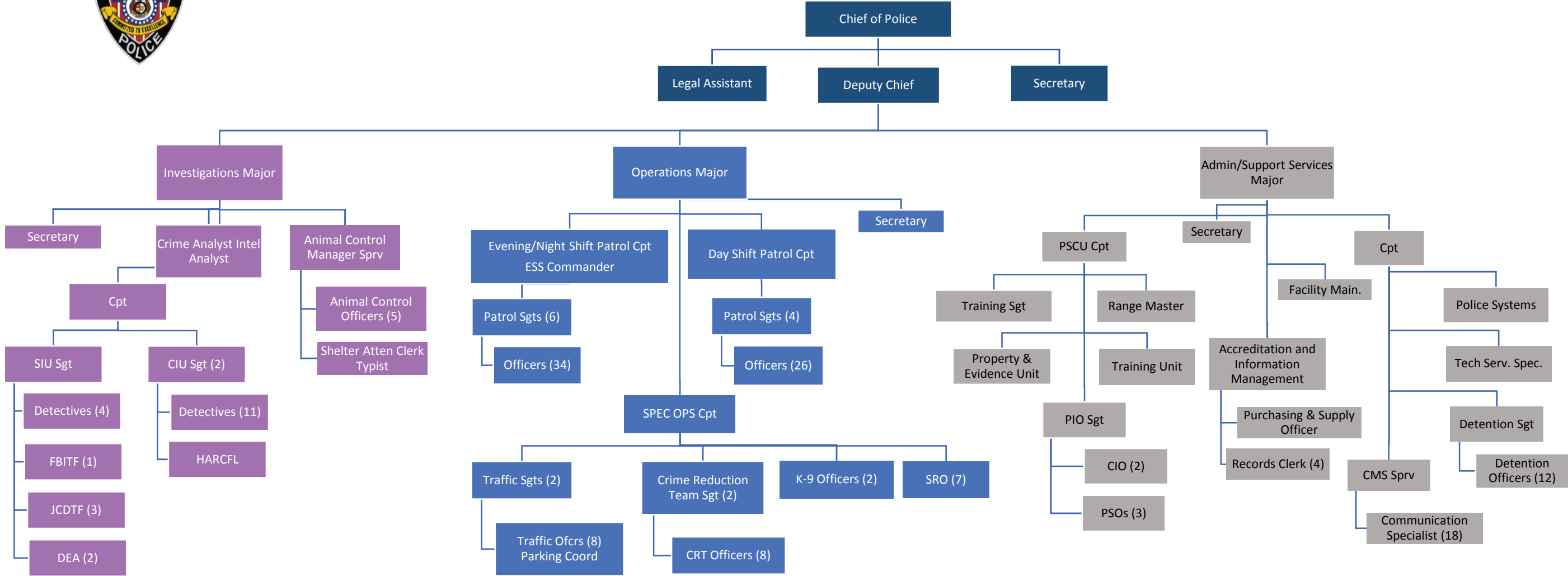
1.5 How to plan for future plans today?

A few items have been identified as improvements to the facility, but may not be affordable with this scheduled renovation, i.e. covered parking for the patrol vehicles, and additional vehicle garage space. Due to the fluid nature of the construction industry, those items will be bid as alternates and included if the base bid is below budget.

1.6 What is the potential schedule for the implementation of the study?

It is based upon the potential available funding sources for the design and construction services. Design could begin late fall 2019, with Construction to begin Summer 2020 and to be complete Spring 2021.

Police Department Organizational Chart



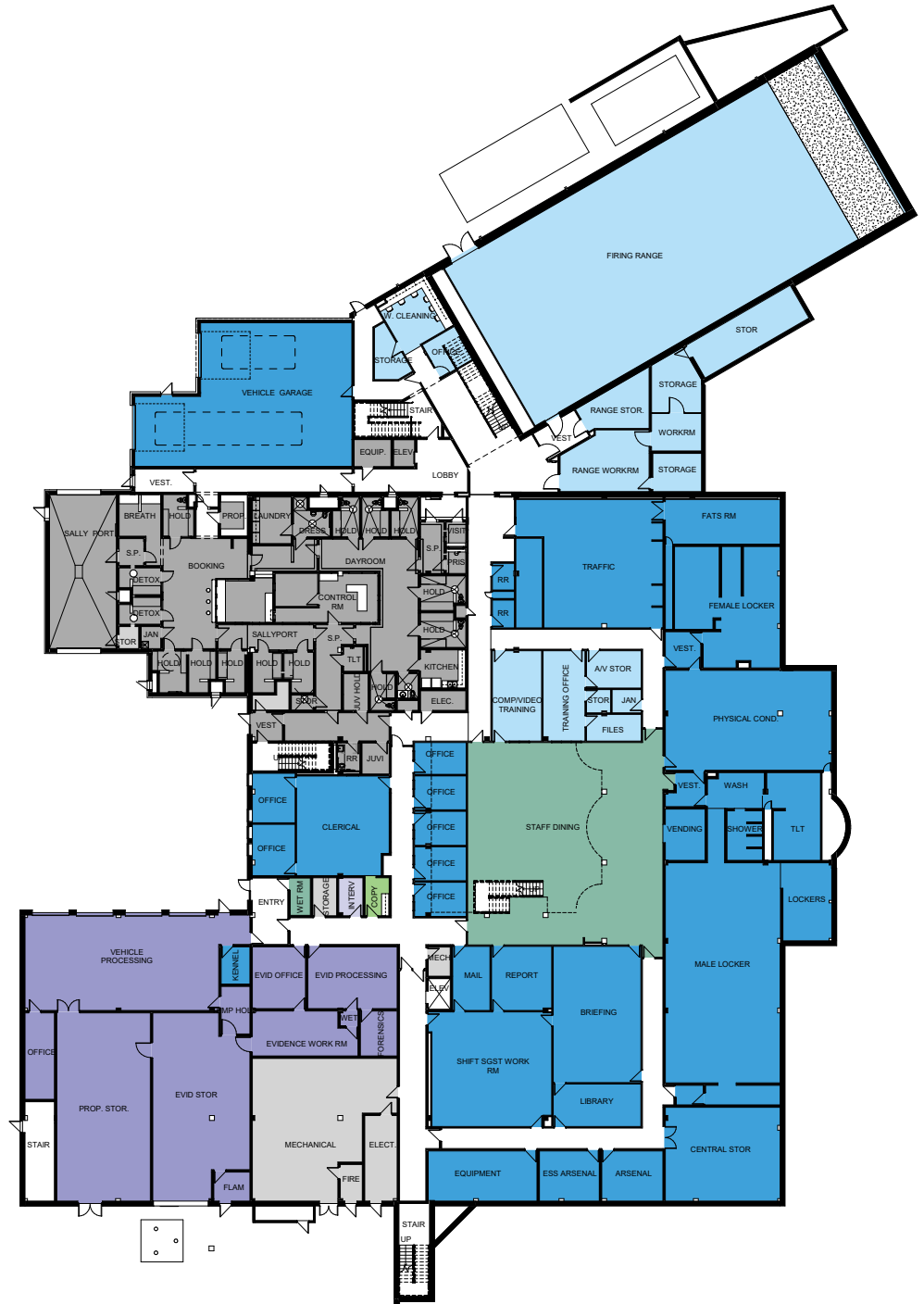
TREANORHL

Concept Diagrams

Lower Level Existing

Department Legend

- Administration
- Building Support
- Circulation
- Communications
- Criminal Investigations
- Detention
- Municipal Courts
- Patrol
- Police Training
- Prisoner Processing
- Property/Evidence
- Prosecutor
- Public
- Records
- Special Investigations
- Staff Support

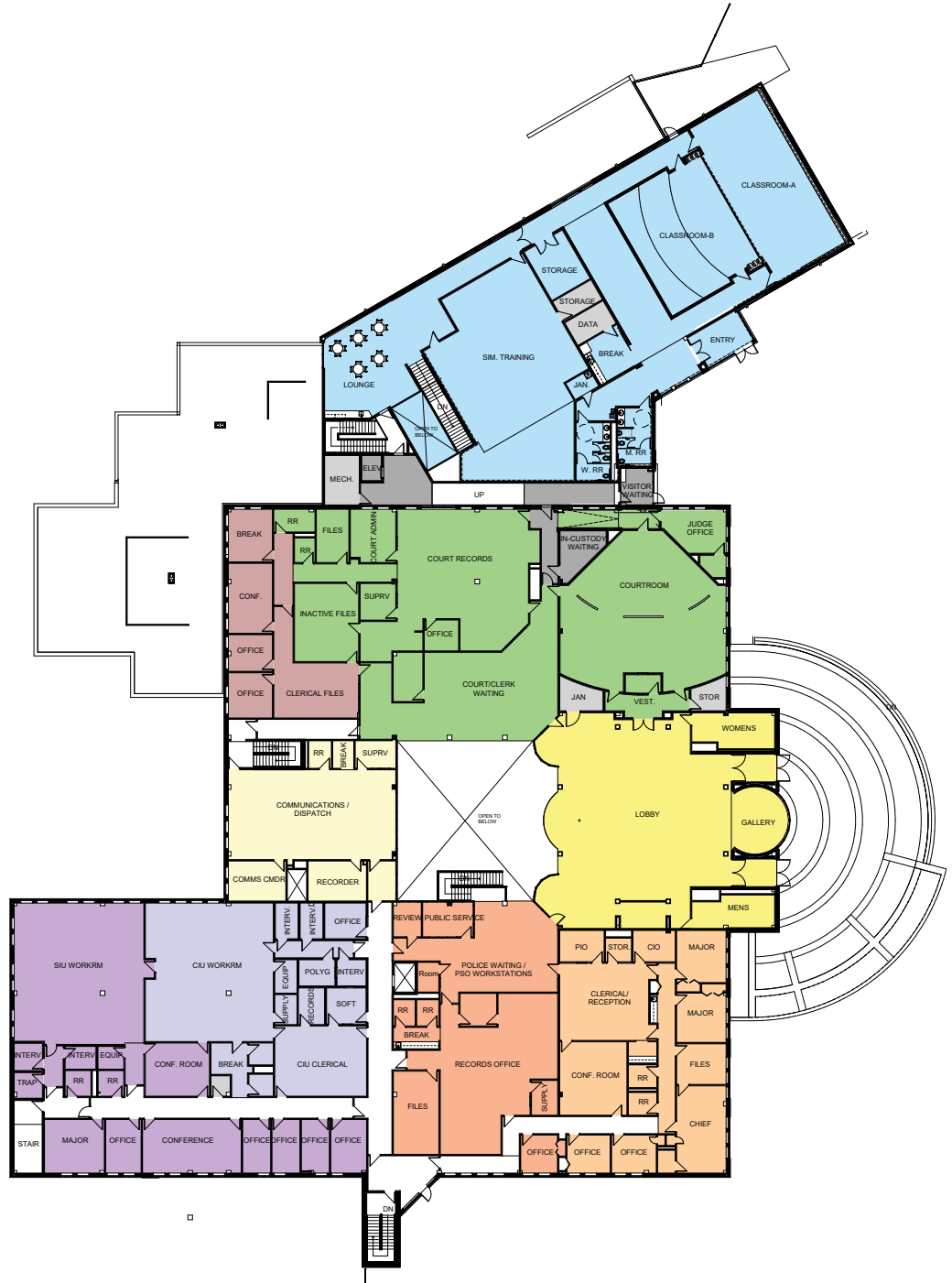


Concept Diagrams

Main Level Existing

Department Legend

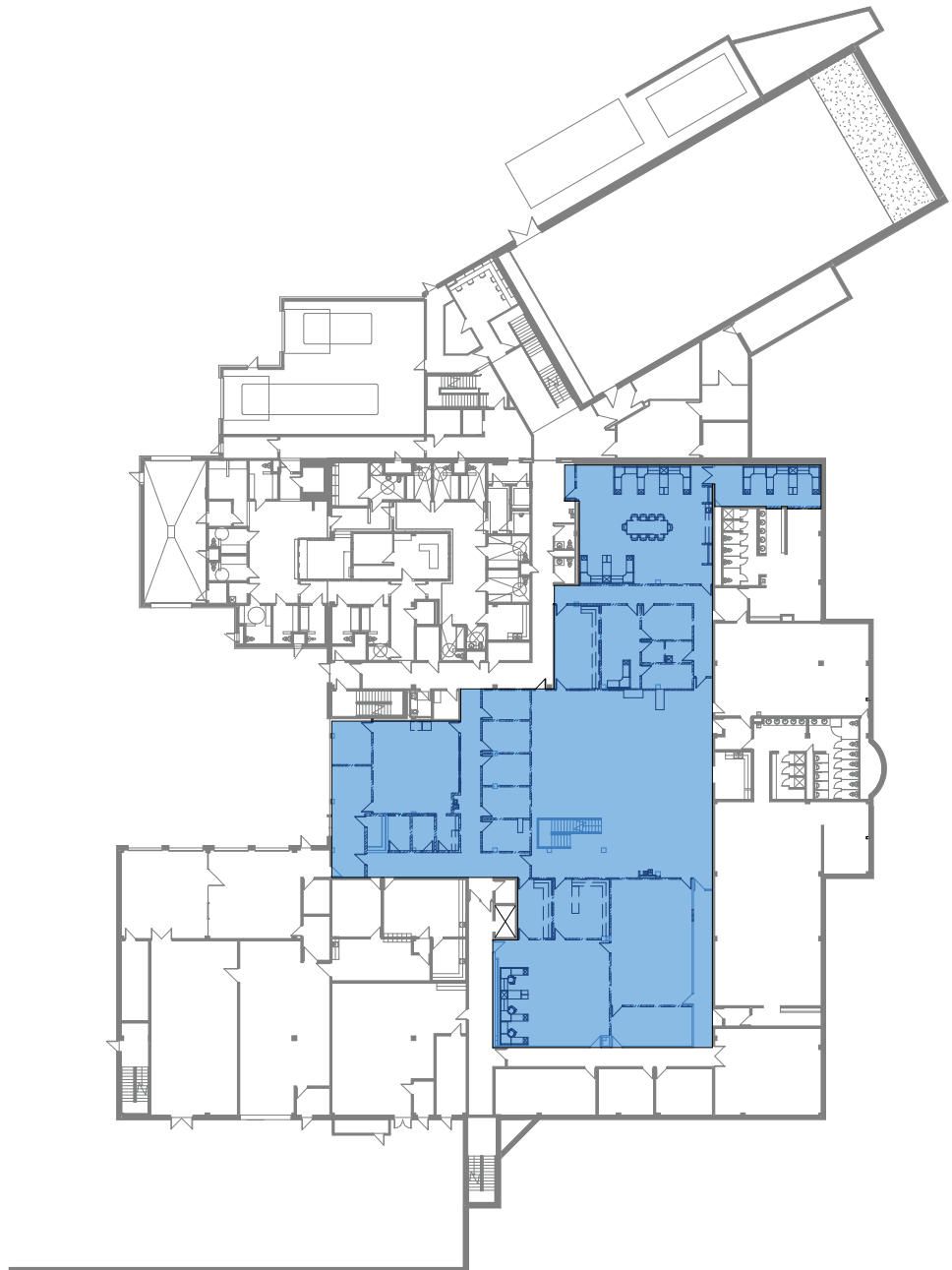
- Administration
- Building Support
- Circulation
- Communications
- Criminal Investigations
- Detention
- Municipal Courts
- Patrol
- Police Training
- Prisoner Processing
- Property/Evidence
- Prosecutor
- Public
- Records
- Special Investigations
- Staff Support



Concept Diagrams


Lower Level Demo

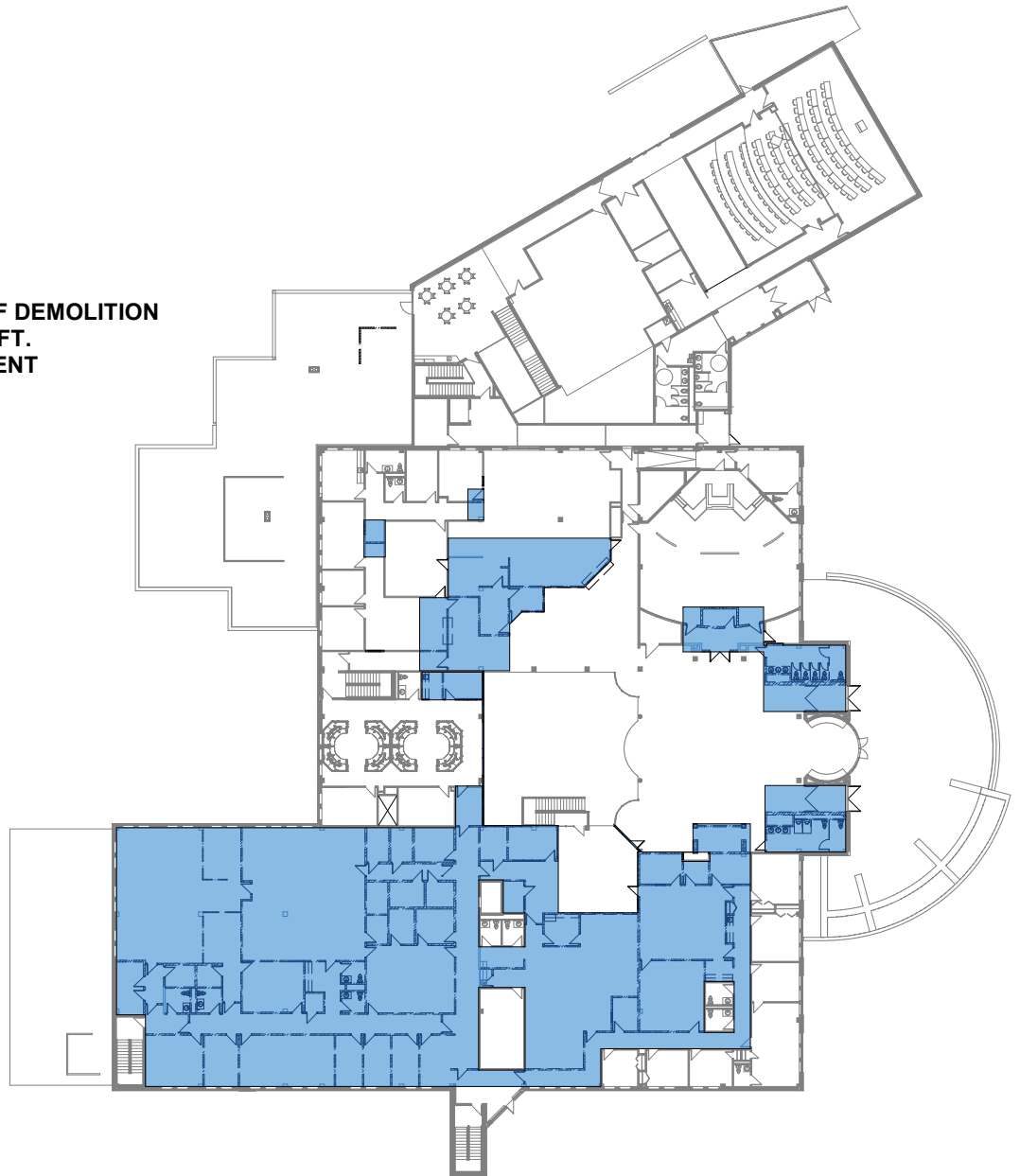
DEMOLITIONS
12,205 SQ. FT. @ \$10-20/FT.
APPROX. 26% OF CURRENT
PLAN WILL BE DEMO



Concept Diagrams

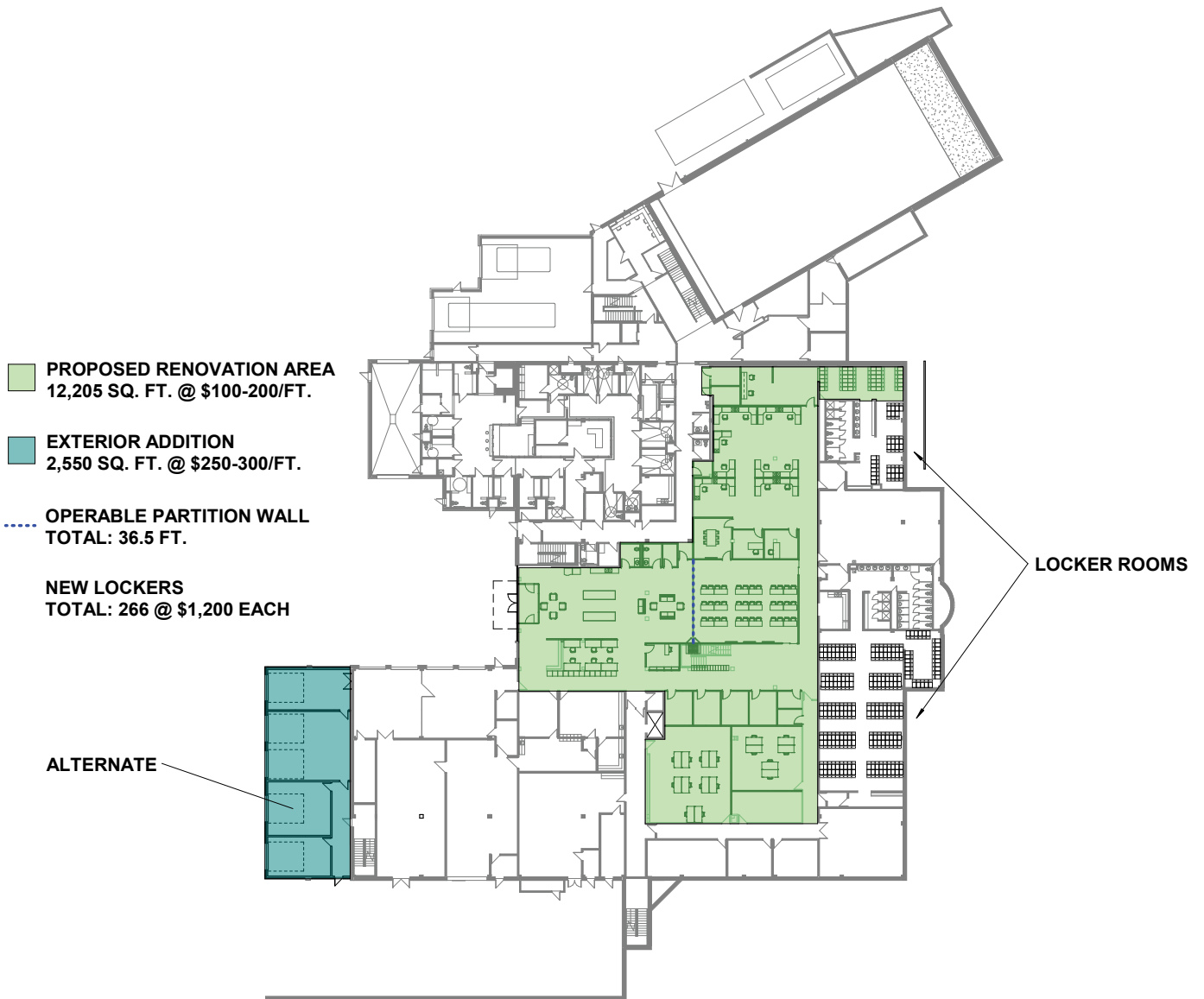
Main Level Demo

 **PROPOSED EXTENTS OF DEMOLITION**
15,852 SQ. FT. @ \$10-20/FT.
APPROX. 40% OF CURRENT
PLAN WILL BE DEMO



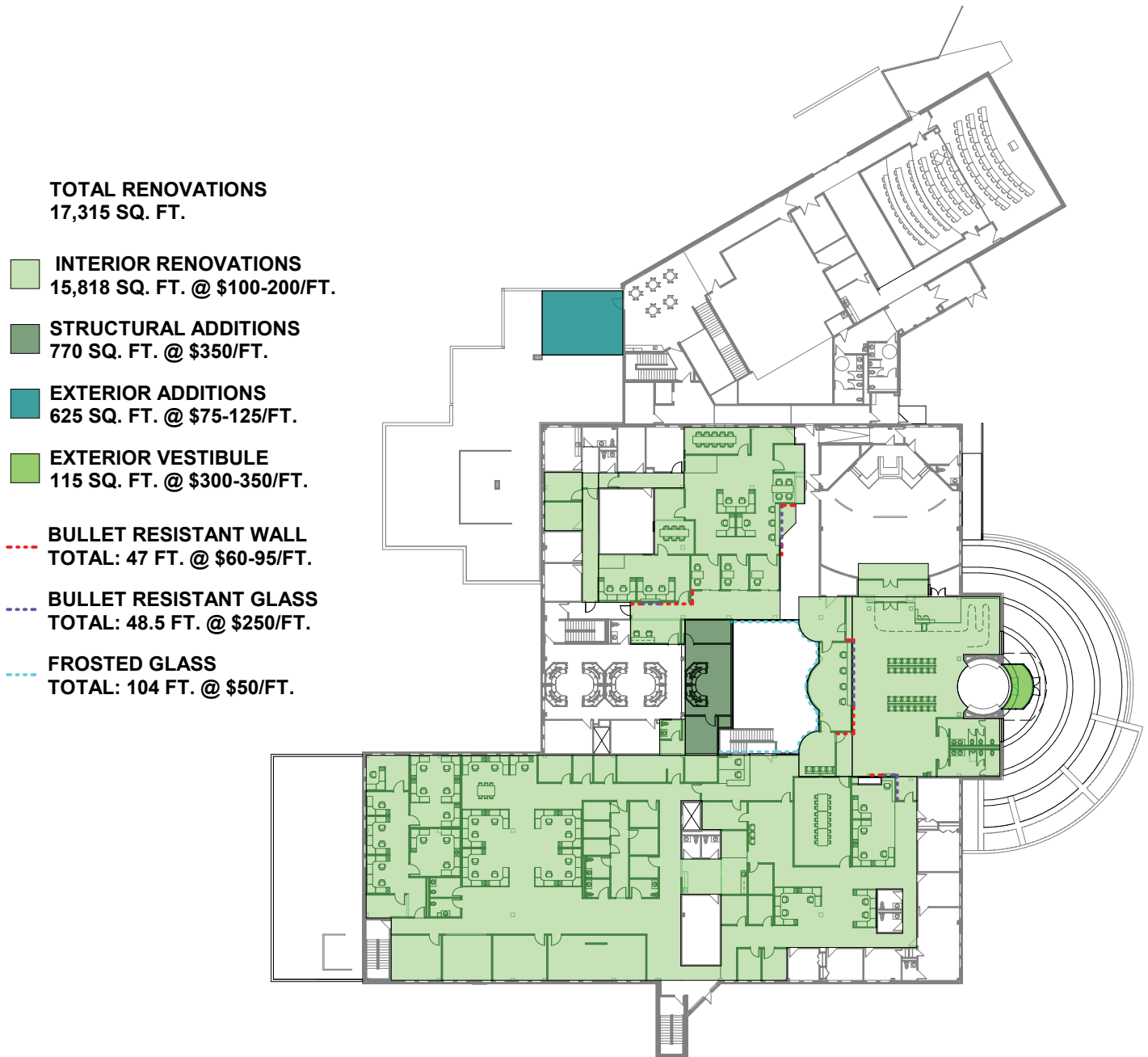
Concept Diagrams

Lower Level Renovations



Concept Diagrams

Main Level Renovations

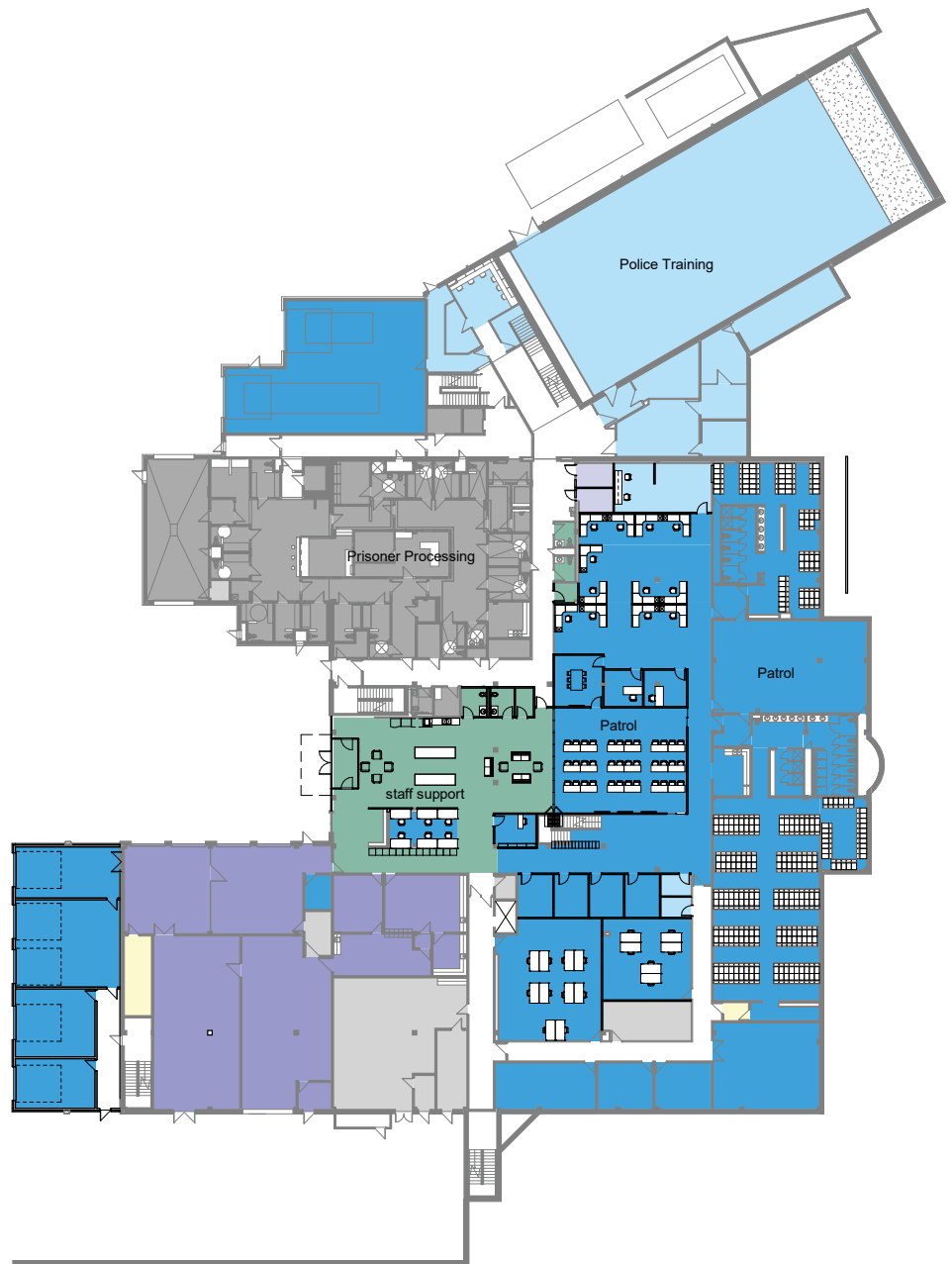


Concept Diagrams

Lower Level Proposed

Department Legend

-  Administration
-  Building Support
-  Circulation
-  Communications
-  Criminal Investigations
-  Municipal Courts
-  Patrol
-  Police Training
-  Prisoner Processing
-  Property/Evidence
-  Prosecutor
-  Public
-  Records
-  Special Investigations
-  Staff Support

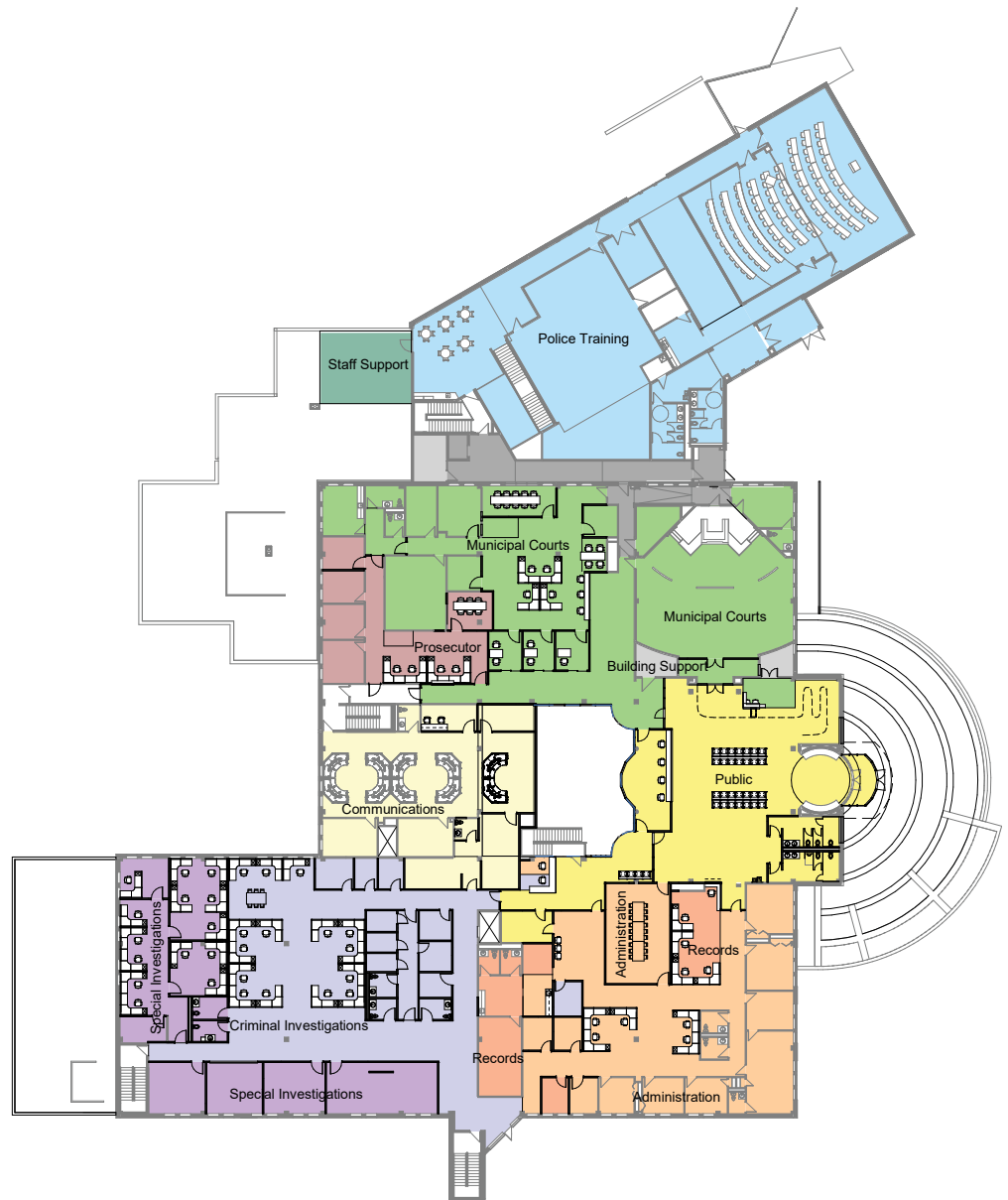


Concept Diagrams

Main Level Proposed

Department Legend

- Administration
- Building Support
- Circulation
- Communications
- Criminal Investigations
- Municipal Courts
- Patrol
- Police Training
- Prisoner Processing
- Property/Evidence
- Prosecutor
- Public
- Records
- Special Investigations
- Staff Support



Project Budget

- **Demo of Interior Office Space**, SF Price: \$5-10/SF.
 - o This depends greatly on whether demo includes removing finishes, drywall partitions and acoustical ceilings or hammering out CMU and concrete walls or any structural demo and shoring that's required.
- **New Office Space**, SF Price: \$200-250/SF for new additions and as low as \$50/SF for finishing offices in existing space.
 - o This depends greatly on building addition square footage. Small additions can exponentially add cost due to needing all the trades on site at one point or another and the supervision required to manage the project spread across a small square footage. Larger additions are higher cost, but lower cost per square foot.
 - o For renovations, cost depends on major mechanical and electrical work required.
- **Structural Infill for Void in Second Floor**: \$500,000
 - o This does not include new partitions, doors/frames/hardware, cabinets, etc. within infill space.
 - o This does include new ceilings, flooring, fire protection, ductwork, electrical distribution, lighting and fire alarm utilizing the building's existing MEP equipment.
- **Removal & Replacement of Interior Finishes**: \$15/SF for removal/replacement of carpet, ACT.
 - o Varies by types of finishes, however removal of carpet and acoustical ceilings would cost \$5/SF.
 - Tile flooring and wall tile removal, gyp ceiling removal, any structural demo and replacement would be higher cost.
- **Staging/Phasing, Live Building**: \$55-75,000 per month for General Conditions.
 - o Phased construction in an occupied building of course extends the construction schedule and requires more temporary conditions, e.g. temp partitions, temp egress, etc.
- **Interior Aluminum Window System**, SF Price: \$35-45/SF for interior glazed storefront with no fire rating.
- **Bullet Resistant Transaction Counter**, SF Price:
 - o Glazed assembly \$250/SF.
 - o Drywall, Kevlar lined, \$95/SF.
 - o Wood or HM door, \$6,000/EA.

